



MEMORANDUM

CITY OF WATERTOWN PLANNING OFFICE

245 WASHINGTON STREET, ROOM 304, WATERTOWN, NY 13601

PHONE: 315-785-7730 – FAX: 315-782-9014

TO: Planning Board Members

FROM: Kenneth A. Mix, Planning and Community Development Coordinator

SUBJECT: Subdivision Approval – 207 Wealtha Avenue

DATE: April 30, 2015

Request: Subdivision Final Plat Approval for a two-lot subdivision of 207 Wealtha Avenue, Parcel Number 8-20-101.000.

Applicant: Gregory F. Ashley of GYMO P.C. on behalf of Prime LLC

Proposed Use: N/A

Property Owner: WGS Arsenal Housing Associates, LLC

Comments: This proposal is being submitted for Planning Board review under Chapter A322 (Subdivision Regulations) of the City Code. The Planning Board has the option of not requiring a preliminary plat submission. Since this is a minor subdivision, Staff is processing this application as a final plat. A public hearing is required and a notice has been published for it to be held at 3:10 p.m. during the Planning Board meeting. After the public hearing and completion of Part II of the Environmental Assessment Form, the Planning Board will be free to make a decision on the proposal.

The applicant states in his letter that the proposal is for the subdivision of 1108 Arsenal Street. However, the parcel that is being divided is actually 207 Wealtha Ave. The parcel identified on the map as Parcel No. 2, which would result from the proposed subdivision, would front on Arsenal Street. However, that parcel does not presently exist, and will only exist if the Planning Board grants subdivision approval.

The applicant must also submit proof from the property owner, WGS Arsenal Housing Associates, LLC, that he has authorization to make this application. That can be in the form a letter from the owner or an executed purchase agreement.

The applicant wishes to divide the southernmost end of the parcel to create a 1.011-acre lot fronting on Arsenal Street. The applicant's client, Prime LLC, currently owns the neighboring parcel to the east on Arsenal Street. As of this time, no plans for assemblage have been submitted. However, the applicant notes in his answer to question 3c on the Short Environmental Assessment Form (EAF) that the total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor is 4.0 acres, which is the aggregate total of the proposed Parcel No. 2 and Prime LLC's neighboring property at 1068 Arsenal Street.

The applicant has submitted a metes and bounds description for Parcel No. 2, but nothing for the remaining section of 207 Wealtha Ave, identified on the map as Parcel No.1.

207 Wealtha Ave is currently split between two zoning districts. The northern half of the parcel is in a Residence C District and the southern half is in a Neighborhood Business District. The overwhelming majority of the parcel consists of multifamily dwellings, and surface parking to support them, that make up the garden-style apartment complex known as Truscott Terrace. The far-southern section targeted for subdivision contains only grass and trees on the surface, but does have a Permanent Drainage Easement granted to the New York State Department of Public Works (NYS DPW) running diagonally through it.

Prime LLC's neighboring property at 1068 Arsenal Street is in a Commercial District. It is the site of the former Glow Golf building, which is currently planned to become a new showroom for Morrison's Furniture.

The location map should clearly identify the entire parcel to remain and show its location in a greater context. In addition, a storm pipe enters the NYS DPW Drainage Easement. This pipe should be shown on the Subdivision Plat.

Prior to approval, the Planning Board must complete Part 2 of the Environmental Assessment Form and make a determination of significance relative to SEQR. Question 1 should be checked no as the City is not adopting a plan, local law, ordinance, administrative rule or regulation. The applicant must answer Question 3b. As you will note, question 12B was checked yes indicating that the project site is located in an archeologically sensitive area. Question 13a was checked yes, indicating that there are wetlands on the property or on an adjacent property. Question 15 was also checked yes indicating the site may contain species of animal or associated habitats that are listed as threatened or endangered. Question 20 was also checked yes indicating that the site or a nearby property is the subject of remediation for hazardous waste. The applicant should specify the remediation taking place. DEC's new EAF Mapper automatically checks these boxes when the applicant fills out Part 1 of the EAF. Many times a positive response is generated by the Mapper because an address is in proximity to a site with environmental concerns. The Planning Board has to determine whether or not it needs more information for answering the questions in Part 2.

The words "**Subdivision Final Plat**" should be added in place of the words "Proposed Subdivision Plat," in the title of the drawing.

After approval, the applicant must submit two (2) reproducible Mylars and two (2) paper copies of the plat for signature by the clerk of the Planning Board. One of the Mylar copies and the two paper copies will be returned, and must be filed in the County Clerk's Office within 62 days of signing.

Summary: The following should be included as contingencies with the motion for approval:

1. The applicant shall submit proof that the property owner, WGS Arsenal Housing Associates, LLC, has authorized the applicant to apply for subdivision approval.
2. The applicant shall revise the location map to show the entire parcel being subdivided and a greater area of context.
3. The storm pipe entering the NYS DPW Drainage Easement shall be shown.
4. The words "**Subdivision Final Plat**" shall be added as the title of the drawing.

cc: Robert J. Slye, City Attorney
Brian Drake, Civil Engineer II
Gregory F. Ashley, GYMO P.C. 220 Sterling Street, Watertown, NY 13601